

BOARD OF SELECTMEN

April 22, 2008
Minutes

The Board of Selectmen met on Tuesday, April 22, 2008 in the Town Hall Clark Room. Those present were Selectmen Timothy F. Hult, Alan Carpenito, John D. Williams, and Mr. Stevenson and Town Administrator Madonna J. McKenzie.

Town Administrator Report

Mrs. McKenzie reported that Verizon has requested that the Town schedule a public hearing on May 27th to discuss pole location work on Westford Street, near the intersection of Cross Street.

Mrs. McKenzie said that in order to respect the privacy of our residents, she would like to have a subcommittee formed by the Selectmen to review the requests from these various funds for scholarships and needs of local families. The Board agreed with Mrs. McKenzie. On a motion made by Mr. Stevenson and seconded by Mr. Carpenito, it was unanimously **VOTED** to authorize John Williams and Alan Carpenito to review any requests for assistance that come to the Board of Selectmen and make recommendations to the Board for approval.

Mrs. McKenzie informed the Board that the Garden Club has requested the use of the Center Park on Saturday, September 20, 2008, from 2:00 p.m. to 4:00 p.m. for a club event. Mr. Hult said he discussed this matter with Sabrina Perry and the only outstanding issue was the parking for the event, for which it was suggested that attendees could use the Town Hall parking lot. On a motion made by Mr. Williams and seconded by Mr. Stevenson, it was unanimously **VOTED** to approve the use of the Center Park by the Carlisle Garden Club on September 20, 2008, from 2:00 to 4:00 p.m. for the character re-enactment of "Isabella Stewart Gardner: America's First Patroness of the Arts".

Council on Aging – Update on Survey

Present for this discussion were Council on Aging Director Kathy Mull, COA Treasurer Jim Elgin, COA member Bert Williams, COA Chairperson Verna Gilbert and Carlisle Livable Group member John Ballantine. Jim Elgin presented to the Board the COAs' Long-term Planning Committee Interim Progress report. Jim said their plan, as always, is to anticipate the future needs of services and to develop a plan to deliver them effectively to the seniors in our Town. Jim said their approach was to develop a needs analysis for the next several years. This analysis included taking a survey of ten towns, putting together a generic services list, and then taking a survey in Carlisle. He said after that, the Council will prioritize the needs of the community and develop a Service Delivery Plan. Jim talked about the 10-town survey. He said the intent for the survey was to see what programs were offered in other Towns, how transportation was provided, what staffing and facilities were available and the amount of funding and outreach efforts that was provided for seniors. In other words how other Towns are addressing the needs of their senior population. Jim said the Carlisle survey will be preceded with a general awareness campaign. He said the Council is going to use a professional survey-savvy support staff, which will be partially funded by CPC funds appropriated for this purpose. Bert Williams spoke briefly about the survey team. He talked about the framework of the survey and how

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important it is to clearly define the object of the survey in order to get the right responses. Jim said the target date for the survey execution is November, 2008. Mr. (John) Williams asked who the survey is going out to. John Ballantine replied that two surveys will go to every household. Mr. Stevenson asked how the survey is set-up. They replied in the format of a 5 point scale. Mr. Hult said the Council on Aging did a lot of work. Mr. Carpenito agreed that they have done an outstanding amount of work. John Ballantine talked about the Livable Carlisle Community Day on April 5th. He passed out the agenda for that day's events and gave highlights of various discussions that occurred.

Liaison Reports

Mr. Hult spoke for Mr. Tice, who was not present. He said CCTV is ready to turn on Channel 10 in Carlisle. Also, CCTV is looking for people to help cover the Carlisle Town Meeting. Mr. Tice also wished to report that the Alternative Energy Group met last week. Mr. Hult gave a brief summary of what occurred at that meeting. One thing that was noted was the need for the revival of the cable communications committee.

Mr. Hult reported that he and Doug Stevenson, Michael Fitzgerald and Larry Barton attended a recent MSBA meeting. They were warned not to be very optimistic about receiving additional reimbursement for the Waste Water Treatment Facility. In other words MSBA will not honor verbal commitments made by the previous administration.

Mr. Hult said that Katherine Craven from MSBA sent a letter stating that Carlisle is ready to move on to the design phase with the School Building project.

Mr. Hult reported that at the FinTeam meeting this morning, Town Accountant Priscilla Dumka said that the local receipts will meet their expectations, which was good news.

Mr. Stevenson said that the Celebrations Committee has been working on the Memorial Day Event, which is scheduled on Monday, May 26th. It is also the day chosen for the Wilson-Andreassen dedications.

Mr. Stevenson also spoke about the work being done by the Honor Roll Memorial Committee. He said they are trying to get everyone up on the Virtual Honor Roll.

Mr. Stevenson said the 40B Working Group is working on reviewing comments from other Boards and Committees on the revisions to the 40B procedures.

Mr. Stevenson said in regard to the Affordable Accessory Apartments, the first application has been submitted.

On a final note, Mr. Stevenson said he attended the retirement parties for retiring firefighters David Duren and Rob West.

Public Hearing – Lay-out of Koning Farm Road

On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** to open the Public Hearing for the Layout of Koning Farm Road. Present for this discussion was Robert Koning. The Board reviewed the plan of road that was being discussed and spoke briefly to Mr. Koning about the road. On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** to lay out Koning Farm Road in Carlisle, Massachusetts according to the plan submitted to the Board dated February 9, 2007, revised July 12, 2007, and September 10, 2007.

On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** to close the Public Hearing.

Cemetery Commissioners

The Board of Selectmen, in their role as Cemetery Commissioners, made the following deed transfer.

On a motion made by Mr. Williams and seconded by Mr. Stevenson, it was unanimously **VOTED** to transfer to Nancy E. Garden of Carlisle, Cemetery Lot 76B, and Grave 1 in the Green Cemetery.

Appointments

On a motion made by Mr. Williams and seconded by Mr. Stevenson, it was unanimously **VOTED** to accept the appointment of the Council on Aging's transportation Coordinator, Carol Kilpatrick.

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The Minutes to the February 12, 2008 Board of Selectmen meeting was approved as presented.
The Minutes to the April 8, 2008 Board of Selectmen meeting was approved as presented.

Public Hearing – Lay-out of Great Brook Path

On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** to open the Public Hearing for the lay out of Great Brook Path. Betsy Goldenberg was present and she spoke briefly to the Board about the development of Great Brook Path. On a motion made by Mr. Williams and seconded by Mr. Stevenson, it was unanimously **VOTED** to approve the layout of Great Brook Path as shown on the map dated July 2007.

On a motion made by Mr. Carpenito, and seconded by Mr. Stevenson, it was unanimously **VOTED** to close the Public Hearing.

Update on Wireless RFP Process

Brian Larson was present to give a report on the progress of the PWS RFP process. Brian gave everyone a packet that included pictures of five alternative PWS in Town. He said the objectives of this process were: 1) to find the best PWS alternatives; 2) to improve service coverage in Town; 3) to have low visual impact from the new PWS structures; and, 4) to increase Town Revenue. The five sites Brian discussed were the Banta Davis Field, the Department of Public Works, the Fire Department, Town Hall and Rockland Street. He went over the aerial maps and explained the positive aspects of each site. Afterward the Board asked questions relative to what the next steps would be after Town Meeting. Mr. Carpenito asked if these were the only five sites he was considering, and Brian replied yes. Mr. Hult asked what further approvals have to be fulfilled? Mrs. McKenzie replied that at the Banta Davis Site, the School will have final approval. Also, all of these sites require Planning Board approval.

Mr. Hult asked for clarification. In response to Mr. Hult's question, Brian said the information they have gathered will be turned into an RFP. A time frame has not been determined; however Brian said they have a contract with Broadcast Signal Labs that will expire on June 30th so they would like to have the work on the RFP done by May 30th. Mr. Hult said that an Executive Session will be scheduled on May 27th to discuss the terms and conditions of the RFP.

Warrant – Motions/Positions (attached hereto)

The Board went through the Warrant Articles and separated the articles that needed further discussion.

Article 1. Mr. Hult said he will talk briefly about the Town Report Dedication.

Article 2. (FY08 /Budget Transfers for this current year.)

Articles 3, 4 and 5 relate to the judgment for the Benfield matter. Mr. Hult said John Williams will provide an explanation on these articles at Town Meeting.

Article 6. This article, relating to a shortfall at the high school, will most likely not be moved.

Article 7. This is the article for \$25,000.00 for the OPM for the School Building Project. Lee Storrs will provide information on this article.

Article 8. (Salaries for Elected Officials.)

Article 9. This article is for the Operating Budget. FinCom Chair David Model will talk to this Article.

Article 10. (Capital Equipment.)

Article 11. (Revaluation.)

Article 12. Gasb 45 Actuarial – Mr. Stevenson will move these two articles and Larry Barton will explain the reasoning for both.

Article 13. The MSBA Transfer for FY09- Mrs. McKenzie explained this is for next year. This is money received from MSBA [under the new program], and it has to be distributed every year.

Article 14. (FY09 Stabilization Account Transfer for debt service.)

Article 15. This is the override question for increased budget funding for the High School.

Article 16. (Fiscal Year 2009 Transfer of Free Cash)

Article 17. (Department Revolving Funds Authorization)

Article 18. (FY 2009 Chapter 90 Authorization)

Article 19. (Maximum Real Estate Tax Exemption)

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Article 20. Lease of Land for Wireless Facilities – Brian Larsen will present this article.

Article 21. This is the CPA article. Mr. Hult said there were five motions. He said there was a second item. Mr. Hult said this extra motion; Motion #2 would be to rescind the \$200,000.00 for the Coventry Woods Development. He then went over the recommendations. They were: 1. cleaning the statue in the rotary; 2. protection/display of historical artifacts; 3. the Gleason Public Library facade study; 4. Town Honor Roll Memorial; and, 5. Benfield Infrastructure.

Articles 22 and 23 are acceptance of Town roads (Great Brook Path and Koning Farm Road).

Article 24. The Bruce Freeman Rail Trail – municipal agreement.

Article 25. The Community Septic Management - The Board of Health will be prepared to answer questions.

Article 26. Acceptance of Easements for the pathways.

Article 27. (School Bus Contract.)

Article 28. (Revision to Board of Health bylaw.)

The Board chose to set aside Articles 2, 6, 15, 21, 25 and 28 for discussion.

On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** that the Board of Selectmen supports unanimously all of the Articles on the Town Warrant, except *Articles 2, 6, 15, 21, 25, and 28.*

The Board discussed *Article 2.* Mrs. McKenzie explained that it is money that is coming out of reserves to be transferred to other accounts. In reply to Mr. Hult said, Mrs. McKenzie said it is an accounting issue.

On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** to support Article 2 for the Annual Town Meeting of May 5, 2008.

Mrs. McKenzie said that *Article 6* would not be moved at Town Meeting.

The Board then discussed *Article 15*, which was the override article and ballot question. Mr. Williams said he wanted to be for this, rather than be forced to the dual Town Meeting. Mrs. McKenzie said that the Finance Committee unanimously voted to support this article. Mr. Carpenito expressed disappointment that Carlisle has no discussion or control over the amount we have to pay for this assessment. Mrs. McKenzie said the Finance Committee has been apart of these discussions. Mr. Stevenson agreed that we kept all of our departments to a zero increase; but his concerns were with the special education issue. He asked how we deliver the message locally and at the state level about special education. This was the primary area where the budget was over and therefore it was put out on the override. Mr. Hult said it really is special education that is putting pressure on that budget. He agreed that the message needs to be sent out about special education, but not supporting the override was perhaps not the way. Mr. Hult said he will support this article.

On a motion made by Mr. Williams and seconded by Mr. Carpenito, it was **VOTED 3 yes 1 no** to support Article 15 at the Town Meeting.

The Board discussed *Article 21*, the Community Preservation Committee Authorization article. On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** to approve CPA motions 1 – 6.

CPC Motion 7 was discussed by the Board. This was the motion for the Benfield Infrastructure. Mr. Stevenson asked for clarification on how this money would be expended. The \$425,000.00 for an infrastructure will be under the control of the affordable housing trust and released to the project. Mr. Hult explained the purpose for the subsidy; it was to encourage interest in the project.

The Board decided to postpone voting on this motion until their meeting prior to Town Meeting on May 5th.

Article 25 was discussed by the Board. This Article was relative to the Community Septic Management Program. Mrs. McKenzie said that \$200,000 comes from the state, interest free, and then the Board of Health releases this money as loans at 2% interest to residents with failing septic systems, where there is a real need. In reply to the Board, Mrs. McKenzie said there is a specific criterion to get on the list to be a borrower. Mr. Hult said this was a good idea. On a motion made by Mr. Stevenson and seconded by Mr. Williams, it was unanimously **VOTED** to support Article 25 on the Warrant at the Annual Town Meeting May 5, 2008.

The Board discussed *Article 28*- Revision to General Provision, General Bylaws Article 1. Mr. Hult was concerned over how many fines an individual could receive while trying to repair their septic system. The

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Board decided to ask Board of Health chair Jeff Brem to attend their brief meeting [prior to Town Meeting] on May 5th to discuss this article again, before they decided whether to support same.

The meeting adjourned at 10:15 p.m.

Respectfully submitted by Margaret deMare

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